



CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

55 TRINITY AVENUE, S.W.
ATLANTA, GEORGIA 30335-0300
TEL (404) 330-6100

04-C -0918

May 17, 2004

President Pro-Tempore Ceasar Mitchell and
Members of Atlanta City Council
City Hall, Suite 2900 South
68 Mitchell St., S.W.
Atlanta, Georgia 30303

RE: Atlanta Human Relations Board Appointment

Dear President Pro-Tempore Mitchell and Members of the Council:

It is a pleasure for me to appoint Sherrie C. Snipes-Williams to serve as a member of the Atlanta Human Relations Board for the City of Atlanta. This appointment is for a **term of three (3) years**.

I am confident that Sherrie Snipes-Williams will serve the Atlanta Human Relations Commission with integrity and dedication.

Sincerely,



Shirley Franklin

**FILED BY
CITY COUNCIL**

JUN 07 2004

Sherrie C. Snipes-Williams

214 Dodd Avenue
Atlanta, GA 30315

(DIST: 4)

(Home) 404.526.9332

(Mobile) 404.423.3136

(E-Mail) Sherrie@SnipesWilliams.com

PROFESSIONAL EXPERIENCE

CityCares, Inc., Atlanta, GA

05/01 – 11/03

Chief Operating Officer

- ◆ Directed the day-to-day operations and management of CityCares, a network of 31 domestic and international volunteer organizations with over 250,000 volunteers working to build community through service and civic engagement.
- ◆ Supported the securing of a multimillion-dollar, multi-year grant to support organizational capacity building and technology.
- ◆ Secured and managed funding support from corporations, foundations, and federal funding communities.
- ◆ Responsible for the management of the organization's \$4M budget.
- ◆ Led the organization's annual and strategic planning and budgeting processes.
- ◆ Managed and supported our national board of directors.
- ◆ Built strong relationships with our national affiliates and communicate regularly with affiliate Executive Directors and staff members, delivering high quality membership benefits and services.
- ◆ Supported vision, framework and sustainability plan for national programs expansion and national partnership development. Current large-scale initiatives include: bridging the digital divide, increasing civic involvement and the development and funding of a national web-based data management system.
- ◆ Formalized partnering relationships and organizational growth strategies for affiliate expansion, including international efforts in the UK.
- ◆ Additional responsibilities included: hiring, managing and retaining staff, creating organizational culture, developing human resource policies and procedures, managing external consultants and ensuring fiscally sound accounting systems.

Hands On Atlanta, Atlanta, GA

12/96 – 05/01

Co-Managing Director of Evaluation, Planning and External Relations

- ◆ Managed programmatic, planning, evaluation, external relations, personnel, public relations, communication, administrative and fundraising functions of a \$5 million nationally recognized, volunteer service organization.
- ◆ Coordinated and led the organization's annual planning and 5-year strategic planning efforts.
- ◆ Supported the development of partnerships with several community agencies, the Atlanta Public Schools, Chamber of Commerce, etc.
- ◆ Led organization in engaging over 15,000 volunteers in the country's largest serve-a-thon.
- ◆ Worked very closely with the Board of Directors, Advisory Board and senior staff on organizational management and governance.
- ◆ Designed the organization's on-going evaluation systems and established the process for quarterly reporting for organizational supervision and monitoring.
- ◆ Coordinated and planned annual board/staff retreats and staff team-building efforts.
- ◆ Actively raised funds and other support for the organization.
- ◆ Led the organization's diversity efforts through a Diversity Committee.

City Year Columbia, Columbia, SC

03/93 – 12/96

Deputy Director/ Director of Special Events

- ◆ Coordinated and managed daily operations of the office, including organizational retreats and orientations, staff and volunteer recruitment, and event budgets.
- ◆ Established and maintained relationships with funders, school administrators and community agencies.
- ◆ Secured over \$200K in in-kind donations to offset organizational expenses.
- ◆ Planned, executed and leveraged community support and involvement through major organizational events, including an annual 3,000 person Serve-a-thon.
- ◆ Recruited and managed AmeriCorps members and staff.
- ◆ Presented "best practices" at national trainings and conferences. Trained national staff and corps during the annual Leadership Academy, CYZGY conference, and national Events Planning Retreats.

Start-Up & Transition Team Captain (6 Month Assignment)

- ♦ Selected by City Year national officers to lead a team of six diverse staff and AmeriCorps members through the expansion of a national site.
- ♦ Established partnerships with community agencies, schools, local churches, and government officials.
- ♦ Secured initial funding and contacts and organized funding proposals.
- ♦ Recruited Board of Directors, staff and corps members. Secured in-kind office space and other supplies.

SKILLS

- ♦ Workshop presenter, fundraising, program evaluation, strategic planning, personnel management, partnership building, database management, and budgeting.
- ♦ Exceptional knowledge and proficiency in Microsoft Windows applications.

EDUCATION

Masters of Arts

Major: Mathematics Education

University of South Carolina, Columbia, SC

Graduation Date: Upon completion of student teaching

Bachelors of Science

Major: Statistics; Cognate: Mathematics

University of South Carolina, Columbia, SC

August 1990

**VOLUNTEER
ACTIVITIES**

- ♦ TechBridge *Founding Board Member; Executive Committee*
- ♦ Traveler's Aid of Metro-Atlanta *Board Member*
- ♦ Leadership Atlanta *Program Committee Member*
- ♦ Mechanicsville Community Learning Collaborative *Student Achievement Committee Member*
- ♦ Georgia Council for the Arts *Advisory Panel/Grants Reviewer*
- ♦ Sue Khulen's Camp for Kids *Camp Counselor*

**PROFESSIONAL
AFFILIATIONS**

- ♦ Leadership Atlanta, Class of 2003
- ♦ Leadership South Carolina, Class of 1997
- ♦ AmeriCorps State Grant Facilitator
- ♦ United Way—Volunteer Improvement Council *Alumni*
- ♦ Atlanta Black/Jewish Coalition *Member*
- ♦ Excellence in Nonprofit Leadership & Management Course *Participant*
- ♦ United Way—Professional Offering Wisdom, Experience and Resources (POWER) *Committee Member*
- ♦ National Service Leadership Institute's Executive Training Program *Graduate*

HONORS

- ♦ *Outstanding Young Atlantan 2002* Award Recipient
- ♦ "Sherrie Snipes-Williams Outstanding Student Scholarship Award", distributed annually, by Hands On Atlanta, since June 2001.

References Available Upon Request

RCS# 5798
6/07/04
3:26 PM

Atlanta City Council

Regular Session

MULTIPLE 04-C-0915 04-C-0916 04-C-0918 04-C-0922

FILE

YEAS: 14
NAYS: 0
ABSTENTIONS: 0
NOT VOTING: 0
EXCUSED: 0
ABSENT 1

Y Smith	Y Winslow	Y Shook	Y Martin	Y Mitchell
B Starnes	Y Archibong	Y Muller	Y Maddox	Y Norwood
Y Young	Y Fauver	Y Moore	Y Mosley	Y Willis

MULTIPLE

04-C-0918
(Do Not Write Above This Line)

A COMMUNICATION
BY MAYOR SHIRLEY FRANKLIN
A COMMUNICATION APPOINTING
SHERRIE SNIPES-WILLIAMS AS
A MEMBER OF THE ATLANTA HUMAN
RELATIONS BOARD FOR A TERM
OF THREE (3) YEARS.
EFFECTIVE UPON
COUNCIL CONFIRMATION.

FILED BY
CITY COUNCIL

JUN 07 2004

- ☐ CONSENT REFER
☐ REGULAR REPORT REFER
☐ ADVERTISE & REFER
☐ 1st ADOPT 2nd READ & REFER
☒ PERSONAL PAPER REFER

Date Referred 5/17/04

Referred To: Committee on Council

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee _____
Date _____
Chair _____
Referred To _____

CC Committee

6/7/04 Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Refer To

FINAL COUNCIL ACTION
☐ 2nd ☐ 1st & 2nd ☐ 3rd
Readings
☐ Consent ☐ V Vote ☒ RC Vote

CERTIFIED

CERTIFIED

COUNCIL PRESIDENT PROTEM

JUN 07 2004

MAYOR'S ACTION